

STATEMENT OF HONESTY AND INTEGRITY

The Department of Finance and Administration has determined a set of values, which its management and employees should strive to uphold. This set of values includes those of honesty and integrity:

Honesty and Integrity - We value honesty and integrity and are committed to establishing relationships and conducting business from a position of high ethical standards.

The Department will promote the establishment of long-term relationships with its customers and suppliers, but will require that its employees adhere to guidelines designed to ensure the honesty and integrity of their actions. These guidelines are based on the requirements approved by the legislature and stated in [Tennessee Code Annotated](#); Title 12, Chapter 3, Section 106.

F&A employees shall not directly or indirectly request/accept any gift, favor, service, loan, entertainment, reward, compensation, or other gratuity for themselves unless it is generally accepted as the customary practice of reasonable persons in the business environment. Employees will be expected to:

- avoid actual or perceived conflict of interest situations and notify management of any questionable circumstances or relationships;
- refrain from participating in activities that may hamper their ability to perform ethically;
- abstain from engaging in or supporting activities that are perceived to discredit the department.